

4.10.17. Pet registration and control: available, but may require payment of licensing, registration, and other associated fees, as well as taxes.

4.10.18. Law enforcement: Incidents and accidents on base may be handled by US security forces (SF) and/or by Greek Law Enforcement authorities.

4.10.19. Shipment of personal property via the defense transportation system: Not available.

4.10.20. Government Messing facilities: available, reimbursable.

TECHNICAL EXHIBIT 1

DEFINITIONS/ABBREVIATIONS

1.1. EQUIPMENT AUTHORIZATION INVENTORY DATA (EAID) ITEMS. These items require formal supply property accountability and must be reflected on the organization's Custodian Authorization/Custody Receipt Listing (CA/CRL).

1.2. BACK-UP GENERATOR. An electrical power-generating unit designated to provide electrical power to communications and utility systems on failure of commercial power or other prime generator.

1.3. COMMUNICATIONS-COMPUTER SYSTEMS INSTALLATION RECORDS (CSIR). Records that consist of drawings, printed matter (i.e., charts, maps, diagrams, and schematics), and other related materiel necessary to completely describe the installed plant/facility equipment.

1.4. COMMUNICATIONS CONTROL OFFICE (CCO). The CCO is responsible for tasks associated with the initial activation of a circuit and/or trunk, submitting completion reports and coordinating realignment of the circuit and/or trunk when necessary. A CCO is assigned to every circuit/trunk, for the life of the circuit/trunk. A CCO is designated in the Telecommunications Service Order (TSO).

1.5. EMERGENCY SERVICES: Maintenance/repair requirements that constitute an immediate threat to the safety, health, or welfare of personnel or damage to property/equipment.

1.6. FACILITY CONTROL OFFICE (FCO). The FCO is responsible for day-to-day operation and maintenance of GIG facilities within a designated geographic area.

1.7. GLOBAL INFORMATION GRID (GIG). Formerly known as the Defense Information Infrastructure (DII). Refers to all DISA long haul circuits, trunks, and links providing voice, video and data networking services. Also used to refer to DISA facilities supporting those services.

1.8. INTERMEDIATE MAINTENANCE (FIELD). (DOD) Maintenance that is the responsibility of and performed by designated maintenance activities for direct support of using organizations. Its phases normally consist of: a. calibration, repair, or replacement of damaged or unserviceable parts, components, or assemblies; b. the emergency manufacture of nonavailable parts; and c. providing technical assistance to using organizations.

1.9. LINK. A transmission path operating between two successive equipment locations. In cable facilities, equipment locations are those points where cables terminate or branch. In radio systems, equipment locations are radio frequency (RF) repeaters, transmitters, or receivers. A link consists of one or more trunks.

1.10. MAIN OPERATING BASE (MOB): A support installation that provides management and support to base and supported site agencies.

1.11. MISSION ESSENTIAL SYSTEMS. The host unit will identify mission essential system response/restoral times.

1.12. OPERATOR MAINTENANCE. The replacement of lamps, fuses, performing lamp tests, and necessary checks to determine if the problem is in the equipment at the affected location or if the problem is at another location. Those maintenance actions required to ensure equipment and systems are operating at optimal efficiency between scheduled maintenance inspections. Operator maintenance includes but is not limited to replacing indicator lamps, adding oil to engines, tightening connections, replacing screws, replenishing liquids including petroleum products, cleaning and record keeping. Contractor shall adhere to any maintenance restrictions published in applicable equipment Technical Manuals.

1.13. ORIGINAL EQUIPMENT MANUFACTURER (OEM). OEM specifications are quoted throughout this contract as mandatory performance standards since those same specifications were met to obtain the equipment's electronic, safety, and security certifications.

1.14. ORGANIZATIONAL MAINTENANCE. (DOD) That maintenance that is the responsibility of and performed by a using organization on its assigned equipment. Its phases normally consist of inspecting, servicing, lubricating, and adjusting, as well as the replacing of parts, minor assemblies, and subassemblies.

1.15. PLANT. Used to describe buildings, utilities, power distribution systems, and alternate/emergency power production equipment.

1.16. PREVENTIVE MAINTENANCE. (DOD) The care and servicing by personnel for the purpose of maintaining equipment and facilities in satisfactory operating condition by providing for systematic inspection, detection, and correction of incipient failures either before they occur or before they develop into major defects.

1.17. REAL PROPERTY. For purposes of accounting classification, real property means land and rights therein, utility distribution systems, buildings, structures, and improvements thereto excluding plant equipment. Real property includes supporting structures for communications-electronics equipment/systems, such as poles, guys, towers, underground ducts, manholes, hardstands, concrete footing, shelters, power production facilities and equipment, environmental control equipment, and other non-technical components.

1.18. RESPONSE TIME. The time interval between notification of services required and contractor arrival at the work site prepared to initiate repair tasks.

1.19. SYSTEMS/TECHNICAL CONTROL FACILITY. The SCF/TCF functions as the interface between the transmission elements of the GIG and the users of the system. It has the physical and electrical capability necessary to perform the required functions of a Technical Control Facility as outlined in DISAC 310-70-1, Chapter 2.

1.20. TRUNK. A single or multi-channel communications medium between two successive terminal facilities.

2. ABBREVIATIONS/ACRONYMS. Abbreviations/Acronyms listed within this performance work statement are spelled-out when used the first time. If additional explanations of abbreviations/acronyms are required, assistance may be obtained from the Contracting Officer.

TECHNICAL EXHIBIT 2

WORKLOAD ESTIMATES

2. GENERAL. The quantities of output to be furnished by contractor, as stated herein, are estimates and as such, these, the Government's best estimates, are subject to variations. These estimates are not conclusive. These estimates are provided for the contractor to understand the full scope of workload to be performed during the hours of operation stated in Section 1 and at the sites listed in Section III. The table below lists overall functions and the sub-functions or tasks along the left side of table. The column titled "E" represents the number of occurrences of that event per month. Contractor shall provide, upon request from KO/ACO, updated TE-2 workload estimates, including the impact of all modifications to estimates of the awarded contract.

2.1. SOUDA BAY

FUNCTIONS	TASKS	E	Remarks
Communications Maintenance/ Wideband	Scheduled maintenance	5	
	Unscheduled maintenance	4	
	Crypto changes	10	
	Admin/Filing	5	
	PMS Input/maintenance documentation	5	
	Bench stock maintenance	1	
Systems Control	Outages	10	
	Circuit actions-write, track, file	10	
	Trend analysis	1	
	In-service quality checks	N/A	
	Report develop/submit	30	
	MSL function	30	
	Circuit Activation/Deactivation	3	
	Admin/Filing	30	
	Escort Duties	5	
	TMDE Administration	1	
	Node Site Coordinator	4	
DMS/Message Center	Administration/Filing	30	
	Message Processing	60	
	DMS Administration	30	
	Software Upgrades	1	
	End User Training	2	

Telephone Switch/ Inside Plant	Scheduled Maintenance	20	
	Unscheduled Maintenance	20	
	Work Orders - Routine	20	
	Work Orders - Urgent	3	
	Number Programming Changes	30	
	Administration/Benchstock management	20	
	Installations	5	
	Project Support	2	
	MSL Administration	20	
	Escort duties	5	
	Trunk Usage Studies	20	
Outside Plant	Scheduled Maintenance	20	
	Manhole clearing/dewatering	5	
	Unscheduled Maintenance	20	
	Work Orders- Routine	20	
	Work Orders – Urgent	1	
	Relocations	4	Expect requirements to provide Telecomm services to 3 to 5 new/renovated structures each year of contract life.
	Installations / de-installations	4	
	Cable Installation / de-installation	4	
	Cable Records Administration	20	
	Project Support	2	

TECHNICAL EXHIBIT 3

PUBLICATIONS AND FORMS

3. GENERAL. Publications and forms applicable to this SOW are listed below. Contractor is obligated to follow those publications and use those forms to the extent specified in other sections of this SOW. Some publications and forms listed are available electronically via Internet. It is the responsibility of contractor to establish follow-on requirements with the publication distribution office (PDO) if publications/forms are not available on the Internet. Supplements or amendments to listed publications from any organizational level may be issued during the life of the contract. Contractor shall immediately implement those changes in publications, which result in a decrease or no change in the contract price. Prior to implementing any such revision, supplement, or amendment that will result in an increase in contract price, contractor shall submit to the CO a price proposal and obtain the prior approval of the CO. Said price proposal shall be submitted within 30 calendar days from the date contractor receives notice of the revision, supplement, or amendment giving rise to the increase in cost of performance. Changes in the contract price due to supplements and amendments shall be considered under the "Changes" clause. Failure of contractor to submit a price proposal within 30 calendar days from the date of receipt of any change shall entitle the Government to performance in accordance with such change at no increase in contract price. It is contractor's responsibility to ensure that all publications and forms are posted and up-to-date. Upon completion of the contract, the contractor shall return to the government all issued publications.

3.1. REQUIRED PUBLICATIONS

Publication No.	Title
DOD	
DODI 3025.1	Manual for Civil Emergencies
DODR 5200.1	DOD Information Security Program
DODD 4165.6	Real Property Acquisition, Management, And ...
DODD 4210.15	Hazardous Material Pollution Prevention
DODD 4640.13	Management Of Base And Long-Haul ...
DODD 5200.28	Security Requirements For Automated ...
DODD 5205.2	DoD Operations Security Program
DODD 5205.8	Access To Classified Cryptographic ...
DODDC 5200.5	Communications Security (COMSEC)
DODD 5215.2	Computer Security Technical Vulnerability Reporting Program
DODD 5220.22-S	COMSEC Supplement To Industrial Security Manual For Safeguarding Classified Information
DODD 8500.1	Information Assurance (IA)
DODI 4161.2	Management, Control, And Disposal Of ...
DODI 4165.14	Inventory Of Military Real Property
DODI 4640.14	Base And Long-Haul Telecommunications ...
DODM 4160.21	Defense Materiel Disposition Manual
DODR 4140.1	DoD Materiel Management Regulation
DODI 8530.1	Computer Network Defense (CND)
DODI 8530.2	Support for CND
DODD 5000.2-I	Equipment Modifications
JCS	
CJCS CM-510-99	Information Operations Condition (INFOCON)
CJCSI 6211.02	Defense Information System Network (DISN) and Connected Systems
CJCSI 6215.01	Policy for DoD Voice Networks
CJCSI 6900.01	Telecommunications Economy and Discipline
SECNAV	
SECNAVINST 2060.1	Management of Department of Defense Telephones Within the Department of the Navy
SECNAVINST 2305.11	Use of Department of Defense Telephones

Publication No.	Title
SECNAVINST 5211.5	Department of the Navy Privacy Act Program
SECNAVINST 5239.2	Department of the Navy Automated Information Systems Security Program
SECNAVINST 5370.2	Standards of Conduct and Government Ethics
SECNAVINST 5510.30	Department of the Navy Personnel Security Program
SECNAVINST 5510.36	Department of the Navy (DON) Information Security Program (ISP) Regulation
SECNAVINST 2070.2	Tracing Telephone Calls
SECNAVINST 5212.5	Disposal of Navy and Marine Corps Records
SECNAVINST 5000.2	Implementation of Mandatory Procedures for Major and Non-Major Defense Acquisition Programs and Major and Non-Major Information Technology Acquisition Programs
Navy IA Publications	
5239-01	Introduction to Information Systems Security
5239-13 Vol. I	Certification and Accreditation Introduction to Certification and Accreditation
5239-13 Vol. III	Certification and Accreditation Program of Record Information Systems
5239-16	Risk Assessment
5239-19	Computer Incident Response
OPNAV	
OPNAVINST 2000.31	Mandatory Use of Military Telecommunications Standards in the MIL-STD-188 Series
OPNAVINST 2060.8	Management and Business Administration of DoD Telephone System and Base Telecommunication Services with the Department of the Navy
OPNAVINST 2305.14	Telephone Monitoring
OPNAVINST 3120.32	Standard Organization and Regulations Manual
OPNAVINST 4440.19	POLICIES AND PRIORITY RULES FOR CANNIBALIZATION OF OPERATIONAL EQUIPMENT AND DIVERSION OF MATERIAL AT CONTRACTOR PLANTS TO MEET URGENT OPERATIONAL REQUIREMENTS
OPNAVINST 4790.4	Maintenance Material Management (3M) Program Manual
OPNAVINST 5100.8	Navy Safety and Occupational Safety and Health Program
OPNAVINST 5100.23	Navy Occupational Safety and Health Program Manual
OPNAVINST 5100.24	Navy Systems Safety Program
OPNAVINST 5101.1	Mishap Investigation and Reporting Procedures
OPNAVINST 5530.14	Physical Security and Loss Prevention Manual
OPNAVINST 5530.15	Physical Security
OPNAVINST 11320.23	Shore Activity Fire Protection Program

Publication No.	Title
NAVCOMTELCOM (NCTC)	
NCTCI 2066.1	Navy Base Communications Manual
NCTCI 2313.1	Quality Control and Performance Standards
NCTCI 2880.1	Naval Telecommunications System (NTS) Management Procedures – Telecommunications Service Requests (TSR)
NCTCI 2880.2	Telecommunications Operating Requirements (TELCOR) Documentation System
NCTCI 3000.1	NAVCOMTELCOM Readiness Management Program
NCTCI 3120	NAVCOMTELCOM Standard Organization and Regulations Manual (SORM)
NCTCI 4130.1	Configuration Control and Management of the Naval computers and Telecommunications System
NCTCI 4790.1	NAVCOMTELCOM Maintenance and Material Management (3M) Program
NCTCI 4790.2A	General Purpose Electronic Test Equipment (GPETE) Management
NCTCI 4792.1	Policy Guidance for Requesting and Obtaining Engineering and Technical Assistance
NCTCI 5000.2	Information Technology Acquisition Management (ITAM) Program
NCTCI 5100.1	NAVCOMTELCOM Safety Manual
NCTCI 5200.1	Management Control Program
NCTCI 5219.1	Fleet Operational Telecommunications Program (FOTP) Procedures for Periodic review of Naval Telecommunications Procedures (NTPs), Fleet Telecommunications Procedures (FTP), Communications Information Bulletins (CIBs), and Standard Operating Procedures (SOPs)
NCTCI 5222.1	Official E-Mail
NCTCI 5510.1	Emergency Action Plans (EAP) for Safeguarding Personnel, Assets, and Classified Material
NCTCI 5510.2	Information and Personnel Security Manual
NCTCI 11012.1	Updating of Drawings of Station Electrical and Mechanical Systems
NCTCI 11310.1	Criteria for Critical Technical Loads
COMUSNAVEUR (CNE)	
CNEINST	Environmental and Natural Resource Program
USAFE	
USAFE FAR SUP 5352.215-9101	Continued Performance During Wartime or Contingency Operations
Naval Computers and Telecommunications Command Europe/Central Detachment Souda Bay (NCTECBSB)	
NCTECBSINST 5530.1	Physical Security
NCTECBSINST 5239.1	Information Systems Security (INFOSEC) Program
NCTECBSINST 5271.1	Internet Usage
NCTECBSINST 2060.2	Providing Emergency Telephone Communications
NAVAL FACILITIES COMMAND (NAVFAC)	
NAVFACINST 5100.14	Navy Occupational Safety and Health (NAVOSH) Deficiency Abatement Program Ashore
NAVFACINST 1132.22	Navy Shore Establishment Fire Protection and Prevention Program
NAVAL SPACE WARFARE COMMAND (SPAWAR)	
SPAWARINST 5100.9	Navy Shore Electronics Safety Precautions

Statement of Work
Technical Exhibit 3 Publications and Forms

Publication No.	Title
Military Standards/Handbooks	
MIL-STD-188-124A	Grounding, Bonding, and Shielding for Common Long Haul/Tactical Communication Systems Including Ground Based Communications Electronics Facilities and Equipment
MIL-STD-882C	System Safety Program for Systems and Associated Subsystems and Equipment
MIL-E-17555	Electronic and Electrical Equipment, Accessories and Provisioned Items (Repair Parts): Packaging Associated Subsystems and Equipment
MIL-HDBK-419	Grounding, Bonding, and Shielding for Electronic Equipment and Facilities
DEFENSE INFORMATION SYSTEMS AGENCY (DISA)	
DISAN 210-0-1	DISA Circulars and Notices
DISAC 210-70-2	DISA General Messages
DISAC 220-15-1	DISA Area Outstanding DCS Facility Awards
DISAC 300-85-1	Reporting of DCS Facility and Link Data
DISAC 300-100-1	Radio Frequency Spectrum Management And...
DISAC 300-175-9	DII Operating -Maintenance Electrical...
DISAC 310-50-5	DISA Operations Control Complex And...
DISAC310-50-6	DCS Orderwire
DISAC310-55-1	Status Reporting for DCS
DISAC 310-55-9	Base Level Support for the DISA Network/DISN
DISAC 310-65-1	Circuit and Trunk File Data Elements And...
DISAC 310-70-1	DII Technical Control
DISAC 310-70-57	DII Quality Assurance Program
DISAC 310-90-1	Physical Security Measures for DCS
DISAC 310-130-1	Submission of Telecommunication Service...
DISAC 310-130-2	DCS Management Thresholds And...
DISAC 310-130-4	Defense User's Guide to the Telecomm...
DISAC 330-115-1	Bulk Encryption in DCS and National Mil...
DISA-DITCO 350-135-1	Defense Commercial Communications
DISAC 350-195-2	Auxiliary Electric Power Systems
DISA EUROPE CIRCULARS	
DISAEN 200-0-1	DISA-Europe Numbered Publications
DISAEC 210-70-1	General Messages
DISAEC 310-140-2	Connection Approval Procedures
DISAEC 310-195-1	Quality Assurance Program for the Defense...

NTP/ACP/CMS PUBLICATIONS	
NTP 2 Section 4	Navy Commercial Satellite Communications
NTP 3	Telecommunications Users Manual
NTP 3 Supplement 1	Address Indicating Group (AIG), Collective Address Designator (CAD), and Task Organization (TASK) Handbook
NTP 4	Fleet Communications
NTP 4 Supplement 2	Pre-Formatted (PROFORMA) Message Handbook
NTP 21	Defense Message System User's Manual
NTP 21 Supplement 1	Defense Message System X.500 Directory Distinguished Name (DN) and Mail List (ML) Registration Procedures
NTP 22	Defense Message System Local Operations and Network Management Policies and Procedures
CMS 1	Communications Security Material System (CMS) Policy and Procedures
CMS 5	COMSEC Equipment Information/Guidance Manual
CMS 6	Secure Telephone Unit Third Generation (STU-III) COMSEC Material Management
CMS 21	CMS Policy and Procedures for Navy EKMS Tiers 2 and 3
ACP 120	Common Security Protocol
ACP 121	Communications Instructions General
ANSI Standards	
ANSI/TIA/EIA 526-7	Measurement of Optical Power Loss of Installed Single-Mode Fiber Cable Plant – OFSTP-7
ANSI/TIA/EIA 526-14	Optical Power Loss Measurements of Installed Multimode Fiber Cable Plant – OFSTP-14A
ANSI/TIA/EIA 568-Set	Commercial Building Telecommunications Cabling Standard
ANSI/TIA/EIA 569	Commercial Building Standard for Telecommunications Pathways and Spaces
ANSI/TIA/EIA 570	Residential Telecommunications Cabling Standard Addendum 2
ANSI TIA/EIA 598	Optical Fiber Cable Color Coding
ANSI/TIA/EIA 606	Administration Standard for the Telecommunications Infrastructure of Commercial Buildings
J-STD 607	Commercial Building Grounding and Bonding Requirements for Telecommunications
ANSI/TIA/EIA 758	Customer-Owned Outside Plant Telecommunications Cabling Standard

3.2. REQUIRED FORMS

DD FORM 2056	Telephone Monitoring

3.3. COMMERCIAL MANUALS

Manufacturer	Equipment Nomenclature	Title Manual
Tektronix	Time Domain Reflectometer	1502 Time Domain Reflectometer (TDR) Service Manual
	AN/FCC-100 (V)	Organizational and Direct Support Maintenance Repair Parts and Special Tools List Multiplexer Set AN/FCC-100 (V)
	AN/FCC-100 (V)	Direct Support Maintenance Manual Multiplexer Set AN/FCC-100 (V)
International Data Sciences	62LP/72 Bit Error Rate Tester	International Data Sciences Maintenance Manual 62LP/72 Bit Error Rate Tester
Fluke	Fluke 77/BN Multimeter	Operators Manual
Telecommunications Techniques Corp.	Fireberd 6000	Reference Manual
Hewlett Packard	8562 Spectrum Analyzer	Support Manual Volumes I, II, and III
		Installation Manual
		Operating and Program Manual
		Quick Reference Guide
		Pocket Operating Guide
Hewlett Packard	8904A Multifunction Synthesizer	Service Manual
		Operation and Calibration Manual
Hewlett Packard	3551A Transmission Test Set	Operating and Service Manual
Agilent Technologies	ESA Spectrum Analyzer	User's Guide #E4401-90189
		Reference Guide #E4401-90190
		Programmer's Guide #E4401-90222
	CYDIO Digital I/O Boards	Operators Manual
	Model 7440CS Weather Station	Owner's Manual
		Weather Station Anemometer Manual
		Weather Station Humidity Sensor Manual
		Weather Station Rain Collector II Manual
Truetime	GPS	Operation Manual
		Operating & Service Manual

TECHNICAL EXHIBIT 4

REQUIRED REPORTS

Unless specified otherwise, reports submitted in contractor's format are acceptable.

Title`	SOW Paragraph	Remarks	Frequency	Format	Distribution
1 Status Report	1.3.4.1	Provide status briefing information to Director, and BCO.	Daily	Electronic	Director, BCO, NCTAMS QAP Office
2 Standby Schedule	1.8.3	Submit standby schedule with names and contact number NLT 1 duty day prior to change.	As Required	Electronic	BCO, QAP Office
3 Budget Submission	1.8.7.	Submit consolidated budget requirements at least annually that encompasses each work center and operation.	NLT 30 APRIL ANNUALLY	Electronic	DIRECTOR, NCTAMS, QAP Offices
4 Facility Modification Proposal	3.1.	Submit all requests to Government for approval prior to property modifications.	As Required	Electronic	DIRECTOR, NCTAMS, USAFE CONS, USN FAC, QAP Offices
5 GFP Damage report	3.1. & 3.2.	Submit all damaged GFP NLT 2 duty days after occurrence.	As Required	Electronic	Director NCTAMS, USAFE CONS, USN FAC, QAP Offices
6 Equipment Replacement Request	3.2.	Submit request for replacement equipment to host base unit for approval/purchase.	As Required	Electronic	Director, BCO NCTAMS, QAP Offices
7 GFP Inventory	3.2.2	First submission will be NLT 5 calendar days prior to contract start and Annually NLT 10 calendar days before start of new option period.	Annually	Electronic	USAFE CONS, USN FAC, QAP Offices

Statement of Work Technical Exhibit 4 Required Reports

Contract No: 13-04-C-5000
Solicitation No: FA5613-04-R-5000

	Title	SOW Paragraph	Remarks	Frequency	Format	Distribution
8	Quality Control Plan	4.2.	Provide NLT 30 Calendar days after Contract start date and within 30 Calendar days of any change.	As Required	Electronic	USAFE CONS, USN FAC, QAP Office
9	Property Control Plan	4.2.	Provide NLT 30 Calendar days after Contract start date and within 30 Calendar days of any change.	As Required	Electronic	USAFE CONS, USN FAC, QAP Office
10	Security Plan	4.2.	Provide NLT 30 Calendar days after Contract start date and within 30 Calendar days of any change.	As Required	Electronic	DIRECTOR, NCTAMS USAFE CONS, USN FAC, QAP Offices
11	Telephone Control Plan	4.2.	Provide NLT 30 Calendar days after Contract start date and within 30 Calendar days of any change.	As Required	Electronic	USAFE CONS, USN FAC, QAP Offices
12	Safety Plan	4.2.	Provide NLT 30 Calendar days after Contract start date and within 30 Calendar days of any change.	As Required	Electronic	DIRECTOR, NCTAMS, USAFE CONS, USN FAC, QAP Offices
13	Phase-in Plan	4.2.	Provide NLT 30 Calendar days before Contract Phase-in starts.	As Required	Electronic	USAFE CONS, USN FAC, QAP Offices
14	Employee Listing	4.2.	Provide NLT 5 Calendar days after changes occur.	As Required	Electronic	USAFE CONS, QAP Offices

Statement of Work
Technical Exhibit 4 Required Reports

Contract No: L. 013-04-C-5000
Solicitation No: FA5613-04-R-5000

	Title`	SOW Paragraph	Remarks	Frequency	Format	Distribution
15	Employee Misconduct/Host Nation Incident	4.3.1	Submit report stating individual and description of incident or misconduct within 5 working days. Notification to QAP must be accomplished within 24 hours.	As Required	Electronic	DIRECTOR, NCTAMS, USAF CONNS, USN FAC, QAP Offices
16	Project Manager	4.3.4	Provide name and contact details of delegated Project Manager when primary is unavailable.	As Required	Electronic	USAF CONNS, USN FAC, QAP Offices
17	OEM Training Documentation	4.3.5.8	Submit OEM training documentation when requested by FAC or QAE.	As Required	Electronic	USAF CONNS, QAP Offices
18	Quality Control Program	4.4.	Submit all QC reports within 5 working days of completion.	As Required	Electronic	Unit Flight Commanders, QAP Offices

Statement of Work
Technical Exhibit 4 Required Reports

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)</i>				1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED <div style="text-align: center;">Secret</div> b. LEVEL OF SAFEGUARDING REQUIRED <div style="text-align: center;">N/A</div>			
2. THIS SPECIFICATION IS FOR: <i>(X and complete as applicable)</i>				3. THIS SPECIFICATION IS: <i>(X and complete as applicable)</i>			
<input checked="" type="checkbox"/>	a. PRIME CONTRACT NUMBER FA5613-04-C-5000			<input checked="" type="checkbox"/>	a. ORIGINAL <i>(Complete date in all cases)</i> DATE (YYYYMMDD) 20040722		
	b. SUBCONTRACT NUMBER				b. REVISED <i>(Supersedes all previous specs)</i>	REVISION NO. DATE (YYYYMMDD)	
	c. SOLICITATION OR OTHER NUMBER		DUE DATE (YYYYMMDD)		c. FINAL <i>(Complete Item 5 in all cases)</i> DATE (YYYYMMDD)		
4. IS THIS A FOLLOW-ON CONTRACT? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>				NO. If Yes, complete the following: Classified material received or generated under _____ <i>(Preceding Contract Number)</i> is transferred to this follow-on contract.			
5. IS THIS A FINAL DD FORM 254? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>				NO. If Yes, complete the following: In response to the contractor's request dated _____, retention of the classified material is authorized for the period of _____.			
6. CONTRACTOR <i>(Include Commercial and Government Entity (CAGE) Code)</i>							
a. NAME, ADDRESS, AND ZIP CODE ManTech Telecommunications and Information Systems Corporation (MITISC) 14119A Sullyfield Circle Chantilly, VA 20151				b. CAGE CODE 0D0S5		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> Defense Security Service 7010 Little River Turnpike Suite 310 Annandale, VA 22003	
7. SUBCONTRACTOR							
a. NAME, ADDRESS, AND ZIP CODE N/A				b. CAGE CODE		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>	
8. ACTUAL PERFORMANCE							
a. LOCATION See Item 13				b. CAGE CODE		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> See Item 15	
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT This procurement provides operations and maintenance tasks on Long Haul Communications, Systems Control Facility, Telephone Systems, Telephone Operations, Personnel Alerting System/Giant Voice, Video Tele-Conferencing, Audio Video, Network Control Center for Local Area/Wide Area Networks and Secure Internet Protocol Router Network (SIPRNET), Antenna Maintenance, Emergency Generator Power, Defense Message System (DMS), and Intrusion Detection System.							
10. CONTRACTOR WILL REQUIRE ACCESS TO:				11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:			
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION				a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY			
b. RESTRICTED DATA				b. RECEIVE CLASSIFIED DOCUMENTS ONLY			
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION				c. RECEIVE AND GENERATE CLASSIFIED MATERIAL			
d. FORMERLY RESTRICTED DATA				d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE			
e. INTELLIGENCE INFORMATION				e. PERFORM SERVICES ONLY			
(1) Sensitive Compartmented Information (SCI)				f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES			
(2) Non-SCI				g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER			
f. SPECIAL ACCESS INFORMATION				h. REQUIRE A COMSEC ACCOUNT			
g. NATO INFORMATION				i. HAVE TEMPEST REQUIREMENTS			
h. FOREIGN GOVERNMENT INFORMATION				j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS			
i. LIMITED DISSEMINATION INFORMATION				k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE			
j. FOR OFFICIAL USE ONLY INFORMATION				l. OTHER <i>(Specify)</i>			
k. OTHER <i>(Specify)</i>				Be authorized USAFE SIPRNet access			

**DD Form 254, ManTech Telecommunications and Information Systems Corporation
(MITISC, Cage Code 0D0S5, Contract Number FA5613-04-C-5000)**

Attachment 1, Block 15, Inspections, Continued:

Location: 31 FW, Aviano AB, Germany
ISPM: 31 Security Forces Squadron (31 SFS/SFA)
 Unit 6130 Box 205, APO AE 09601-0205
 Commercial: (39) 43466-7155/4857/4133

Location: 31 CS, Mt. Corna, Italy
ISPM: 31 Security Forces Squadron (31 SFS/SFA)
 Unit 6130 Box 205, APO AE 09601-0205
 Commercial: (39) 43466-7155/4857/4133

Location: 39 ABW, Incirlik AB, Turkey
ISPM: 39 Security Forces Squadron (39 SFS/SFA)
 Unit 7080 Box 95, APO AE 09824-8095
 Commercial: (90) 322-316-6693

Location: Det 1, 39 ABW, Ankara, Turkey
ISPM: 39 Security Forces Squadron (39 SFS/SFA)
 Unit 7080 Box 95, APO AE 09824-8095
 Commercial: (90) 322-316-6693

Location: 425 ABS, Izmir AS, Turkey
ISPM: 425 Air Base Squadron (425 ABS/SF)
 Unit 6880, APO AE 09821-6880
 Commercial: (90) 232-435-7546 X675-3276

Inspections at NCTAMS EURCENT DET, Souda Bay, Greece will be provided by the host US Navy Security Department responsible for industrial security reviews at the performance location.

Intermittent (unmanned) locations for contractor performance include: Mt. Cima Gallina, Mt. Paganella, Mt. Venda, Mt. Serra, Mt. Cimone, Ghedi AB, and Ceggia in Italy, Konya Bombing Range, Yumurtalik, Eskisehir, Ankara Support Facility, Cigli AB, Nato Garrison Izmir, and American Consulate Adana in Turkey

Attachment 1, Block 17, Required Distribution, Continued:

Distribution of this DD Form 254 must be made to the following units, organizations, activities, agencies, etc.:

ManTech Telecommunications and Information Systems Corporation (MITISC), 14119A
 Sullyfield Circle, Chantilly, VA 20151
 USAFE CSS/SCXC, Unit 3325, APO AE 09094-3325
 USAFE/SFXI, Unit 3050 Box 135, APO AE 09094-0135
 31 SFS/SFA, Unit 6130 Box 205, APO AE 09601-0205
 39 SFS/SFA, Unit 7080 Box 95, APO AE 09824-8095
 425 ABS/SF, Unit 6880, APO AE 09821-6880
 Navy Security Department, Attn: Mr. Collica, PSC 814 Box 15, FPO AE 09865

ATTACHMENT 4

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)</i>				1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED <div style="text-align: center;">Secret</div> b. LEVEL OF SAFEGUARDING REQUIRED <div style="text-align: center;">N/A</div>																																																																																					
2. THIS SPECIFICATION IS FOR: (X and complete as applicable) a. PRIME CONTRACT NUMBER b. SUBCONTRACT NUMBER c. SOLICITATION OR OTHER NUMBER <div style="text-align: center;">FA5613-04-R-5000</div> DUE DATE (YYYYMMDD) <div style="text-align: center;">20031112</div>			3. THIS SPECIFICATION IS: (X and complete as applicable) a. ORIGINAL (Complete date in all cases) DATE (YYYYMMDD) b. REVISED (Supersedes all previous specs) REVISION NO. <div style="text-align: center;">1</div> DATE (YYYYMMDD) <div style="text-align: center;">20031112</div> c. FINAL (Complete Item 5 in all cases) DATE (YYYYMMDD)																																																																																						
4. IS THIS A FOLLOW-ON CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. If Yes, complete the following: Classified material received or generated under _____ (Preceding Contract Number) is transferred to this follow-on contract.																																																																																									
5. IS THIS A FINAL DD FORM 254? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: In response to the contractor's request dated _____, retention of the classified material is authorized for the period of _____.																																																																																									
6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code) a. NAME, ADDRESS, AND ZIP CODE <div style="text-align: center;">TBD</div> b. CAGE CODE <div style="text-align: center;">TBD</div> c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) <div style="text-align: center;">TBD</div>																																																																																									
7. SUBCONTRACTOR a. NAME, ADDRESS, AND ZIP CODE <div style="text-align: center;">N/A</div> b. CAGE CODE <div style="text-align: center;">N/A</div> c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) <div style="text-align: center;">N/A</div>																																																																																									
8. ACTUAL PERFORMANCE a. LOCATION <div style="text-align: center;">See Item 13</div> b. CAGE CODE <div style="text-align: center;">N/A</div> c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) <div style="text-align: center;">See Item 15</div>																																																																																									
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT This procurement provides operations and maintenance tasks on Satellite Communications, Long Haul Communications, Systems Control Facility, Telephone Systems, Personnel Alerting System/Giant Voice, Video Tele-Conferencing, Audio Video, Network Control Center for Local Area/Wide Area Networks and Secure Internet Protocol Router Network (SIPRNET), Emergency Generator Power, Defense Message System (DMS), and Intrusion Detection System.																																																																																									
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:35%;">10. CONTRACTOR WILL REQUIRE ACCESS TO:</th> <th style="width:5%;">YES</th> <th style="width:5%;">NO</th> <th style="width:35%;">11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:</th> <th style="width:5%;">YES</th> <th style="width:5%;">NO</th> </tr> <tr> <td>a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>b. RESTRICTED DATA</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>b. 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ATTACHMENT 4

12. **PUBLIC RELEASE.** Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release ☐ Direct ☒ Through (Specify)

Release by contractor is not authorized

The releasing authority is:

HQ USAFE/PA
Unit 3060 Box 120
APO AE 09094

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)* for review.
*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. **SECURITY GUIDANCE.** The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

REF 8a. Performance Locations: Aviano AB and Mt. Corna, Italy, Incirlik AB, Ankara, and Izmir, Turkey, and Souda Bay, Greece.

REF 10a. COMSEC material/information may not be released to DoD Contractors without Air Force Cryptographic Support Center (AFCSC) approval. Contractor must forward requests for COMSEC material/information to the COMSEC Officer through the program office. Contractor is governed by the DoD 5220.22-S; COMSEC Supplement to the NISPOM in the control and protection of COMSEC material/information. Access to COMSEC material by personnel is restricted to U.S. Citizens holding a final U.S. Government Clearance.

REF 10g. Contractor is permitted access to NATO information in performance of this contract. Access to NATO information requires a final US Government clearance at the appropriate level and NATO briefing. The government program manager or designated representative will ensure the contractor is briefed. Prior approval of the contracting activity is required for subcontracting.

REF 10j. FOUO information provided under this contract shall be safeguarded as specified in DoD 5200.1-R, Information Security Program, Appendix C Section 2.

REF 11a. Contractor performance will take place at (See REF 8a.) Using activity will provide security classification guidance for performance of this contract.

REF 11f. Performance Locations: See REF 8a.

REF 11j. See Contract Clause No 4.14 for additional OPSEC requirements

HQ USAFE/SFA: Mr. Bradley W. Himelick, GS-13

Signature

Date

14. **ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract. ☒ Yes ☐ No
(If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.)
Provide information requested by the Notification of Government Security Clause, AFFARS 5352.204-9000 and Visitor Group Security Agreements Clause, AFFARS 5352.204-9001 to 31 SFS/SFA, 39 SFS/SFA, and Defense Security Services (DSS). Refer to contract document for these clauses.

15. **INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. ☒ Yes ☐ No
(If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)
Industrial security reviews will be conducted by 31 SFS/SFAI and 39 SFS/SFAI while operating on Air Force installations and by DSS at Souda Bay, Greece.

16. **CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL

Pamela Games, GS-12

b. TITLE

Contracting Officer

c. TELEPHONE (Include Area Code)

DSN 314-489-8405

d. ADDRESS (Include Zip Code)

USAFE CONS/LGCD
Unit 3115
APO AE 09094

e. SIGNATURE



17. **REQUIRED DISTRIBUTION**

- ☒ a. CONTRACTOR
☐ b. SUBCONTRACTOR
☒ c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
☒ d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
☒ e. ADMINISTRATIVE CONTRACTING OFFICER
☒ f. OTHERS AS NECESSARY

ENTERPRISE

COLLECTIVE LABOR AGREEMENT

BETWEEN

ITT - FEDERAL SERVICES INTERNATIONAL

CORPORATION (ITT-FSIC)

AND

TURK HARB-IS UNION

1 April 2002 - 31 March 2004

ENTERPRISE

COLLECTIVE LABOR AGREEMENT

1. SECTION - GENERAL PROVISIONS
Article 1: Parties
Article 2: Scope of Agreement
Article 3: Aim
Article 4: Responsibility
2. SECTION - RIGHTS AND OBLIGATIONS OF PARTIES
Article 5: Right to Manage
Article 6: Union Shop Stewards
Article 7: Protection of Wages and Employment Conditions
Article 8: Employees Assigned to Union Bodies
Article 9: Contact with Employees
Article 10: Bulletin Boards
Article 11: Deduction of Union Dues
3. SECTION - CONCLUSION OF EMPLOYMENT CONTRACTS
Article 12: Collective Labor Agreement and Employment Contracts
Article #13: Employment Contracts
Article 14: Probationary Period
4. SECTION - CONTENTS OF EMPLOYMENT CONTRACT AND WORKING CONDITIONS
Article 15: Daily and Weekly Work Periods; Break Periods and Night Work
Article #16: Overtime; Work on Weekly Day of Rest, Holidays and 6. Day of Week
Article 17: Temporary Duty and Per Diem
Article #18: National and General Holidays, and Payment for These Days
5. SECTION - WAGES, WAGE INCREASES AND SOCIAL BENEFITS
Article 19: Wage Payment Date
Article #20: Wages, Wage Scales and Wage Increases
Article 21: Annual Bonus

Article 22: Attendance Incentive Premium
Article 23: Child and Education Allowance
Article 24: Social Rights
Article 25: Work Clothes and Protective Materials
Article 26: Funeral Subsidy
Article 27: Armed Forces Employees Recreation and Education Fund
Article 28: Birth Subsidy
Article 29: Transportation to and from Worksite

6. SECTION - LEAVES

Article 30: Paid Annual Leave
Article 31: Paid Administrative Leave
Article 32: Leave Without Pay
Article 33: Sick Leave
Article 34: Military Leave

7. SECTION - RESOLUTION OF DISPUTES, TERMINATION OF EMPLOYMENT CONTRACT

Article #35: Employee-Employer Cooperation Committee
Article 36: Notice Periods
Article 37: Severance Pay

8. SECTION - SPECIAL PROVISIONS

Article 38: Effective Date and Duration of Agreement

Temporary Article 1
Temporary Article 2
Temporary Article 3
Temporary Article 4
Temporary Article 5

Appendix 1: Wage Scales Reflecting Seniority Increases
Appendix 2: Classification Schedules
Appendix 3: Discipline List